Jefferson County – Board of Health Meeting Minutes – November 28, 2018

Committee Members: Don Williams, MD, Chair Conor Nelan, Vice-Chair Dick Schultz, Secretary

Maria Dabel Samantha LaMuro

Call to Order: Don Williams, MD, called the meeting to order at 1:00 p.m.

Roll Call/Establishment of a Quorum: Quorum established by Gail Scott, Director.

Board of Members Present: Don Williams, MD, Chair, Conor Nelan, Vice-Chair, Dick Schultz, Maria Dabel, Samantha LaMuro (Gail

Scott introduced new Board member Samantha LaMuro, Infection Control Preventionist at Fort HealthCare.)

Members of the Public Present: Kayla Fisher, UW Madison Nursing Student, Benjamin Hail, Benedictine University Master of Public Health Student, Grace Halpenny, UW Madison Nursing Student, Monica Los, Planned Parenthood, Debbie Bonilla, Planned

Parenthood, Anita J. Martin, Lake Mills

Staff Present: Gail Scott, Director, Diane Nelson, Public Health Program Manager, Tyler Kubicek, Environmental Health Specialist, Katrina Wichlacz, Public Health RN, Amy Fairfield, Public Health RN, Sandee Schunk, Accountant II/Recorder

Certification of Compliance with the Open Meetings Law: Gail Scott, Director, certified compliance with the Open Meeting Law.

Approval of the Agenda: No changes requested.

Approval of Board of Health Minutes for August 29, 2018 Meeting: A motion was made by Schultz/Dabel to approve the August 29, 2018 meeting minutes. The motion passed 5-0.

Election of Board of Health Secretary: A motion by Nelan/Dabel to elect Dick Schultz as Board of Health Secretary. The motion passed 5-0.

Communications

Gail Scott reported that Diane Nelson and Katrina Wichlacz wrote for a grant through the Wisconsin Immunization Program to provide vaccines through the Rock River Free Clinic for uninsured adults. Discussion followed.

Gail Scott read an e-mail from Amy Rinard, County Board member, thanking the Health Department nursing staff for being professional and efficient when she received her flu vaccine on site.

a. Wisconsin Healthy Communities Gold Designation: Gail Scott reviewed e-mails included in the meeting packet regarding Jefferson County being 1 of 4 counties in Wisconsin that received the Wisconsin Healthy Community Designation at the Gold Level for their efforts to strive for improved community health. Fort HealthCare submitted the application that highlighted 10 programs. Organizations assisting with review, input and writing sections of the application included Jefferson County Health Department, Rock River Free Clinic, Jefferson County Solid Waste Department, Jefferson County Parks Department, Jefferson County Alcohol and Drug Treatment Courts, Jefferson County Drug Free Coalition, and the Community Dental Clinic.

The UW Population Health Institute held a "Healthiest State Summit" on September 20th at which Gail Scott and Fort HealthCare staff accepted the award. The award is proof that local communities work together and Fort HealthCare is an asset in their involvement and close relationship working with the Health Department. Don Williams, MD, commended everyone involved in obtaining this award. It was requested that Gail Scott write a letter to the Jefferson County Board, on behalf of the Board of Health, thanking them for their ongoing support in approving policies that made Jefferson County eligible for the award and for being pro-active on making Jefferson County a healthy community. Conor Nelan volunteered to read the letter to the County Board at their January or February 2019 meeting.

Public Comment: None

Sexually Transmitted Disease Statistics, Testing and Treatment Options: Gail Scott reported that the State approached the Health Department asking that we consider providing some Sexually Transmitted Infection (STI) testing and treatment. Katrina Wichlacz, Communicable Disease Public Health Nurse, invited Monica Los and Debbie Bonilla from Planned Parenthood in Delavan to this meeting to discuss options for providing these services locally. UW Nursing students, Kayla Fisher and Grace Halpenny, presented information on this topic to the Board as part of their Public Health project. Planned Parenthood provides family planning services, contraceptives, pregnancy testing, counseling, reproductive health and cancer screenings. STI rates have increased nationally, statewide and in Jefferson County in recent years. Discussion followed. One option would be for Planned Parenthood to come to the Health Department on certain days to provide their screening/treatment services or the Health Department could work with the State on providing some STI screening and treatment services if there was funding available to cover the costs. It was requested that both options be checked into, a packet of information (including estimated costs) be brought back to the Board of Health for review

as an agenda item at the next scheduled meeting. Planned Parenthood closed their clinic in Johnson Creek several years ago leaving a barrier for Jefferson County residents to obtain these services.

Review of Health Department Financial Report: Sandee Schunk reviewed the September 30, 2018 Statement of Revenue & Expenditures Report included in the meeting packet that shows an estimated deficit of \$104,248.13. The 2018 budgeted reserve funding available in the amount of \$154,545 will be used to offset any year-end deficit. *A motion was made by Nelan/Schultz to approve the financial report. The motion passed* 5-0.

Operational Update of the Environmental Health Program: Tyler Kubicek announced that he and Kaylie Wroblewski are now Registered Sanitarians. Tyler reported they have 43% of their inspections completed for the 7/1/2018 – 6/30/2019 period. Gail Scott commended the 3 Environmental Health staff for their dedication and teamwork.

Discussion of Public Health Preparedness Program

- a. Recent Exercises and Meetings: Gail Scott reviewed the Monthly Report included in the meeting packet that lists meetings and exercises.
- b. PHEP Scholarship Applications: Gail Scott reported that the State has offered scholarships for Health Department staff to attend Preparedness conferences such as WPHA/WALHDAB and the Governor's Conference on Emergency Management. Staff applied for scholarships and Gail Scott applied for a scholarship for Donna Haugom to attend the Governor's Conference.
- c. PHEP Opioid Grant Application: Gail Scott reviewed the grant information and application included in the meeting packet. Emi Reiner, Public Health RN and Gail Scott applied for the \$20,000 grant that will cover mass media educational campaigns, Opioid counter-measures and mitigation. The grant is expected to be awarded in December 2018.

Discussion of Public Health Program

- a. Review of Statistics: Diane Nelson reviewed the report included in the meeting packet. School based mass flu clinics (7) have been completed. Discussion followed on the State trying to decrease the amount of waivers issued to meet immunization compliance. WIC is at 93 94% of assigned caseload. WIC is participating in a statewide "Mom Strong" outreach program that has brought in 13 new WIC clients. Tania Wenzel, Jail RN resigned last week and Diane Lenz, Jail LPN, will be retiring in January. Open positions have been posted on the County website and in local newspapers.
- **b. Review of Communicable Disease Cases Reported:** Diane Nelson reviewed the information included in the meeting packet and reported that it takes a lot of RN time following up on all possible or confirmed cases.
- c. Amend Appointment of Dr. Williams from "Medical Director" to "Medical Advisor": Gail Scott reported that Dr. William's title needs to be corrected per State guidelines. A motion was made by Nelan/LaMuro to appoint Donald Williams, M.D. as the Jefferson County Health Department Medical Advisor. The motion passed 5 0.
- d. 140 Review (November 29, 2018 9:00 a.m. to Noon at the Health Department): Gail Scott reported this is a required State review that is completed every 5 years for the Health Department to be designated as Level I, Level II or Level III. Board of Health members are invited to attend if possible. The Health Department hopes to retain a Level II designation which must have a minimum of 7 programs and meet all the criteria for a Level I Health Department. Health Department staff will be presenting on 10 programs during the review process.
- e. Community Dental Clinic and Rock River Free Clinic Updates: Gail Scott reported that the Community Dental Clinic may become a satellite clinic under Access Community Health Centers in Madison in the future. No update on Rock River Free Clinic.
- f. Discuss Farm Progress Days Participation: Gail Scott reported that this event will be held in mid-July 2019 near Watertown. UW Extension Office has asked that Public Health participate with educational information on car seat safety, the Talk-Read-Play program and Drug Free Coalition. Committee members should let Gail know if they have any requests or input for this community event.

Discussion of Health Department Monthly Report: Gail Scott reviewed the monthly reports included in the meeting packet.

Future Agenda Items: Gail Scott requests any requested agenda items for the next meeting be e-mailed to her.

Adjourn: A motion was made by Nelan/LaMuro to adjourn the meeting at 2:40 p.m. The motion passed 5-0.

Next Scheduled Meetings: Wednesday – January 16, April 17, July 17, October 16, 2019.

Minutes prepared by: Sandee Schunk, Accountant II/Recorder, Jefferson County Health Department